



OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

ADMINISTRATION AND
MANAGEMENT

March 6, 2008

Library of Congress
Federal Advisory Committee Desk
Government Documents Section
101 Independence Avenue, S.E.
Washington, D.C. 20540

Dear Sir or Madam,

Enclosed is a copy of the charter that renews the Air University Board of Visitors, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972, as amended (5 U.S.C. Appendix).

Copies of this charter are also being filed with the Senate Committees on Armed Services, Appropriations; and the House Committees on Armed Services, and Appropriations.

Sincerely,

A handwritten signature in black ink, which appears to read "James D. Freeman II", is written over a horizontal line.

James D. Freeman II
Deputy Committee Management Officer
for the Department of Defense

1 Enclosure
As stated



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ADMINISTRATION AND
MANAGEMENT

March 6, 2008

The Honorable Ike Skelton
Chairman
Committee on Armed Services
U.S. House of Representatives
2120 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Chairman,

Enclosed is a copy of the charter that renews the Air University Board of Visitors, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972, as amended (5 U.S.C. Appendix).

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ADMINISTRATION AND
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The Honorable Robert C. Byrd
Chairman
Committee on Appropriations
United States Senate
Washington, D.C. 20510

Dear Mr. Chairman,

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ADMINISTRATION AND
MANAGEMENT

March 6, 2008

The Honorable Carl Levin
Chairman
Committee on Armed Services
United States Senate
228 Russell Senate Office Building
Washington, D.C. 20510

Dear Mr. Chairman,

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ADMINISTRATION AND
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March 6, 2008

The Honorable David R. Obey
Chairman
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman,

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Deputy Committee Management Officer
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CHARTER AIR UNIVERSITY BOARD OF VISITORS

- A. Official Designation: The Committee shall be known as the Air University Board of Visitors (hereafter referred to as the Board).
- B. Objectives and Scope of Activities: The Board, under the provisions of the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended), shall provide the Secretary of the Air Force, through the Commander, Air University and the Commander, Air Education and Training Command, independent advice and recommendations on matters pertaining to the educational, doctrinal, and research policies and activities of Air University. The Secretary of the Air Force or designated representative, on behalf of the Secretary of Defense, may act upon the Board's advice and recommendations.
- C. Board Membership: The Board shall be composed of not more than thirty-five members, who are eminent authorities in the field of air power, defense, management, leadership, and academia. Board members appointed by the Secretary of Defense, who are not federal officers or employees, shall serve as Special Government Employees under the authority of 5 U.S.C. § 3109. Board Members, as approved by the Secretary of Defense, shall be appointed on an annual basis by the Air University Commander, and shall serve no more than nine years on the Board.

The Board's Chairperson shall be elected by a vote of the membership and approved by the Air University Commander. Unless otherwise determined by the Secretary of the Air Force, Board members shall, with the exception of travel and per diem for official travel, serve without compensation. In addition, the Secretary of the Air Force or designated representative may invite other distinguished federal officers or employees to serve as non-voting observers of the Board, and appoint consultants, with special expertise, to assist the Board on an ad hoc basis.

- A. Board Meetings: The Board shall meet at the call of the Designated Federal Officer, in consultation with the Chairperson, and the estimated number of Board meetings is four per year.

The Designated Federal Officer shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. The Designated Federal Officer and/or Alternate Designated Federal Officer shall attend all Board and subcommittee meetings.

The Board shall be authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and other appropriate federal regulations.

Such subcommittees or workgroups shall not work independently of the chartered Board, and shall report all their recommendations and advice to the Board for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Board nor can they report directly to the Department of Defense or any Federal officers or employees who are not Board members.

- D. Duration and Termination of the Committee: The need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.
- E. Agency Support: The Department of Defense, through the Department of the Air Force, shall provide support as deemed necessary for the performance of the Board's functions, and shall ensure compliance with the requirements of 5 U.S.C., Appendix, as amended.
- F. Operating Costs: It is estimated that the operating costs, to include travel costs and contract support, for this Board is \$165,000.00. The estimated personnel cost to the Department of Defense is 1.0 full-time equivalent (FTE).
- G. Recordkeeping: The records of the Board and its subcommittees shall be handled according to section 2, General Records Schedule 26 and appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).
- H. Charter Filed: March 6, 2008